

ONEIDA COUNTY SOCIAL SERVICES/VETERAN'S SERVICES COMMITTEE
July 28, 2015

Members present: Ms. Carol Pederson, Mr. Bob Metropulos, Mr. William Freudenberg, Mr. Alan VanRaalte, and Mr. Mitchell Ives

Staff: Ms. Mary Rideout, Ms. Tammy Walters, Ms. Lisa Charbarneau, Ms. Mary Gadzalinski, Ms. Angela Beauchaine, and Ms. Donna Schultz

1. Call to Order. Approval of Agenda:

The regular meeting of the Oneida County Social Services Committee was brought to order at 9:00 a.m. by Ms. Carol Pederson, Chairperson. The Chairperson noted that the meeting had been properly posted and mailed in accordance with the Wisconsin Open Meeting Laws. Motion by Mr. Alan VanRaalte, seconded by Mr. William Freudenberg to approve the agenda as posted. Motion carried unanimously.

2. Minutes of Social Services/Veteran's Services Committee – June 23, 2015 and July 14, 2015:

Motion by Mr. Alan VanRaalte, seconded by Mr. Bob Metropulos to approve the Social Services/Veteran's Services Committee minutes of June 23 and July 14. Motion carried unanimously.

3. Public Comment:

None.

Veteran's Services:

1. Closed Session:

The Committee may consider a motion to adjourn into closed session pursuant to section 19.85(1)(c) Wis. Stats., to consider employment, promotion, compensation, or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. (Topic: Employee Leave of Absence Request):

Motion made by Mr. Alan VanRaalte, seconded by Mr. William Freudenberg, to move into Closed Executive Session at 9:15 a.m. Roll call vote: Ms. Carol Pederson, aye; Mr. William Freudenberg, aye; Mr. Mitchell Ives, aye; Mr. Bob Metropulos, aye; and Mr. Alan VanRaalte, aye. The committee moved into Closed Executive Session.

Discussion held in Closed Session.

Motion made by Mr. Bob Metropulos, seconded by Mr. William Freudenberg, to move into Open Session at 9:40 a.m. Roll call vote: Ms. Carol Pederson, aye;

Mr. William Freudenberg, aye; Mr. Mitchell Ives, aye; Mr. Bob Metropulos, aye; and Mr. Alan VanRaalte, aye. The committee moved into Open Session.

2. Announcement of action taken in closed session, if any:

Discussion of employee leave of absence; no action was taken.

3. 2016 LTE Request:

Ms. Tammy Walters discussed two week-long conferences; one held in the Spring and one in the Fall, and is asking that office continue to be staffed during those weeks. Ms. Tammy Walters explained cost for LTE staff during those two weeks and suggested funding half with her budget and half with County levy money. Mr. Alan VanRaalte suggested money from the General Fund.

Motion by Mr. Bob Metropulos, seconded by Mr. Alan VanRaalte to approve \$750.00 from the General Fund to staff office during the two week-long conferences. Motion carried unanimously.

4. 2015 Financial/Statistic Reports:

Ms. Tammy Walters discussed her budget and most of her requests for money will be for travel, etc. Ms. Walters was asked about budget; and she offered to provide a break-down of her budget at the next meeting, scheduled for August 25, 2015.

5. Audit of Payments/Line Item Transfers:

Ms. Tammy Walters offered vouchers for Executive Committee meetings in Nokomis and the Wisconsin Dells; along with upcoming meeting in October. It was agreed that Ms. Carol Pederson will sign all voucher paperwork and copies will go to Committee members.

Motion by Mr. Alan VanRaalte, seconded by Mr. Bob Metropulos to approve vouchers as presented. Motion carried unanimously.

6. Agenda Items for Future Meetings:

None.

Social Services/Family Care:

1. Internship Program-Social Work:

Ms. Mary Rideout discussed hiring and maintaining social worker staff.

Ms. Mary Gadzalinski discussed proposed Internship program for the Children & Families unit. This would be an unpaid position but the intern would get college credit. Corporation Counsel Brian Desmond will have to review contracts. Ms. Gadzalinski discussed "job duties" of intern, *i.e.*, shadowing social worker, working on Family Interaction Plans, meeting with parents and taking time to answer questions, making referrals, etc.

Motion by Mr. William Freudenberg, seconded by Mr. Alan VanRaalte to approve going forward with the Internship Program. Motion carried unanimously.

2. Vacancy Review – Social Worker-LTC:

Ms. Mary Rideout discussed this position and the fact that this position's funding is contingent on Family Care and will end when Family Care comes to Oneida County.

Motion by Mr. Alan VanRaalte, seconded by Ms. Carol Pederson to approve filling the LTC Social Worker position. Motion carried unanimously.

3. 2016 Budget Decisions:

Ms. Mary Rideout introduced Angela Beauchaine, new Financial Services Supervisor, to the Committee.

Ms. Mary Rideout reviewed the hand-out regarding the 2016 Budget Decision items. The following items will remain the same as budgeted in 2015:

\$15,000.00 – Tri-County Council on Domestic Violence;

\$79,750.00 – Supportive Home Care;

\$69,768.00 – Community programs for youth; and

\$ 1,000.00 – Crisis-Respite Child Care.

Chapter 55 was discussed-Ms. Mary Rideout is requesting the budget be raised from \$40,000.00 to \$50,000.00 to accommodate increases in that program area.

Ms. Mary Rideout discussed that the 2016 budget will include a decrease in revenue from the ADRC of the Northwoods. The current amount billed for fiscal agent services is \$57,000.00. Based on time studies, we are able to drop this amount to \$40,000.00. The services in 2015 have increased due to the current vacancy in the Regional Manager position.

Motion by Mr. Alan VanRaalte, seconded by Mr. Bob Metropulos to approve the Budget Decision items for 2016. Motion carried unanimously.

4. 2016 Technology Plan:

Ms. Mary Rideout stated the budget is less than 2015. Ms. Mary Rideout discussed the seven-year plan for the Agency's technology; one server is being replaced this year and the other next year. Lap tops for on-call workers, workers being out of town, etc. are working very well. Total cost of \$48,450.00 will be included in 2016 Budget.

Motion by Mr. Alan VanRaalte, seconded by Mr. Bob Metropulos to approve the Agency's 2016 Technology Plan. Motion carried unanimously.

5. 2015 Financial/Statistical/Flex/Comp Time Reports:

The committee reviewed the Financial/Statistical/Flex Time reports. It is projected that the Agency will have a surplus of approximately \$400,000 for the year. Motion by Mr. Alan VanRaalte, seconded by Mr. Mitchell Ives to approve the 2015 Financial/Statistical/Flex Time Report. Motion carried unanimously.

Discussion of flex time now being comp time per County Policy. A monthly report will continue to be provided to the Committee.

6. Audit of Payments/Line Item Transfers:

The bills and Line Item Transfers were reviewed by the Committee. Motion made by Mr. Alan VanRaalte, seconded by Mr. Bob Metropulos, to approve the bills and Line Item Transfers as presented. Motion carried unanimously.

7. Agenda Items for Future Meetings:

Update on the Student Intern Program.

Youth Aids – Going Forward program to be presented by delinquency social workers Kim Haugen and Jenna Kishketog.

11. Adjourn:

There being no further business to be brought before the Committee, it was moved by Mr. Bob Metropulos, seconded by Mr. Mitchell Ives, to adjourn the meeting at 10:50 a.m. The next meeting of the Social Services Committee will be Tuesday, August 25, 2015 at 9:00 a.m. in First Floor Conference Room on the first floor. Motion carried unanimously.

Mr. Alan VanRaalte

Ms. Carol Pederson, Chairperson

Date: July 28, 2015